JOB AND INTERNSHIP HUNTING TIPS

What you need to start your job search:

- Resume
- Cover Letter
- Updated Dolphin CareerLink Profile
- Updated LinkedIn Profile

LINK INTO YOUR FUTURE CAREER TODAY!

Explore your career pathway by visiting Dolphin CareerLink via your myCI portal.

Features Include:
- On- and Off-campus Jobs and Internships
- Resume and Interview Handbooks
- Graduate School Handbook
- Salary Calculator
- Job Search Database
- Registration for Workshops and Events
- Student Employment Application (on-campus)
- Career Assessments
- Career Exploration Resources
- Networking Strategies

BEST METHODS FOR FINDING EMPLOYMENT

- 2% Advertisements
- 4% Online Networking
- 8% Direct Approach
- 11% Agency Firms
- 25% Internet Job Board
- 41% In Person Networking

HOW TO FIND ON-CAMPUS EMPLOYMENT

- Search on Dolphin CareerLink
- Upload necessary documents such as a Student Employment Application
- Check document approval status after 24 hours
- Visit the Career Development Center for additional assistance
- go.csuci.edu/cdsFB
- @CICareer
- @CICareer
- go.csuci.edu/linkedingroup

CAREER DEVELOPMENT SERVICES

FALL 2016 EVENT AND WORKSHOP SCHEDULE

The University encourages persons with disabilities to participate in its programs and activities. If you anticipate needing any type of accommodation, or have questions about the physical access provided, please contact Disability Resource Programs at (805) 437-3331 or accommodations@csuci.edu as soon as possible, but no later than 7 business days prior to the event.

Bell Tower 1548 | 805-437-3270
career.services@csuci.edu
go.csuci.edu/cdsweb
M - F: 9:00 a.m. - 5:00 p.m.
**Career Development Center Open House**  
Sep 8 | 10:00 a.m. - 2:00 p.m. | Bell Tower 1548  
Meet with staff to get your career or graduate school questions answered. Bring a hard copy of your resume and/or cover letter for a critique.

**Job/Internship Search Strategies**  
Sep 21 | 2:00 - 3:00 p.m. | Bell Tower 1548  
Find out how to implement job search strategies to take your search to a whole new level.

**MBTI Interpretation**  
Obtain your MBTI results and understand how to utilize the results of your personality type in career decision making. Must complete an assessment at BT 1584 prior to the workshop.  
Oct 26 | 3:00 - 4:30 p.m. | Bell Tower 1548

**13th Annual Graduate & Professional School Fair**  
Meet graduate school representatives from local and regional programs to gain information about admissions requirements and distinctive program features. For a current list of participating schools visit go.csuci.edu/cdsnews  
Nov 3 | 10:00 a.m. - 2:00 p.m. | Broome Library Plaza

**LinkedIn 101**  
Discover how employers recruit with social media and how to use LinkedIn as a job search tool. Please bring your own personal laptop to create or edit your LinkedIn Profile.  
Nov 7 | 4:00 - 5:30 p.m. | Bell Tower 1548

**Networking Groups and Mentorship Opportunities**  
Building professional relationships and gaining contacts in your field will aid in launching your career. Attending networking events offered by local Chambers of Commerce is a great place to begin. Get involved by attending monthly mixers, volunteering at events, joining the leadership council, or serving on a committee.

**Employer Interviews**  
Polish your interview skills by reserving a 20-minute interview with a local employer. RSVP via Dolphin CareerLink. Select the Events & Workshops tab to schedule your time slot.  
Oct 20 | 3:00 - 5:00 p.m. | Bell Tower 1548

**MBTI Interpretation**  
Obtain your MBTI results and understand how to utilize the results of your personality type in career decision making. Must complete an assessment at BT 1584 prior to the workshop.  
Sep 29 | 10:00 - 11:30 a.m. | Bell Tower 1548

**Grading School Application Planning**  
Visit Career Development Services during Drop-in Career Counseling to discuss the basic steps of graduate school research, the application process, planning, and preparation methods.  
Opt 26 | 3:00 - 4:30 p.m. | Bell Tower 1548

**Grading School Bound Program (online only):**  
The Graduate School Bound Program assists CI students who are interested in graduate school. The program is offered in a self-paced online module format accessible at go.csuci.edu/cdsgraduate.

**How to Use Lynda.com Videos:**  
Locate the workshop materials at go.csuci.edu/cdsweb  
Select the workshop you wish to view  
You will be prompted to sign-in to your myCI student portal  
Press play to start the video  
Complete the workshop guide as you watch the video

**ONLINE SERVICES**  
- Resume Templates, Samples and Handbook  
- Career Assessments  
- Career Research/Job Search Databases  
- Virtual Mock Interviews  
- Skype Appointments

**GRADUATE SCHOOL PREPARATION RESOURCES**  
**Graduate School Application Advising:**  
Visit Career Development Services during Drop-in Career Counseling to discuss the basic steps of graduate school research, the application process, planning, and preparation methods.

**Graduate School Bound Program (online only):**  
The Graduate School Bound Program assists CI students who are interested in graduate school. The program is offered in a self-paced online module format accessible at go.csuci.edu/cdsgraduate.